

# Nutrition & WIC Update

KANSAS NUTRITION AND WIC SERVICES



## Retirements!

Congratulations and thank you to Dianne and Mary. You both have touched the lives of countless Kansas families. We appreciate your dedication to WIC over these many years. Best wishes in your new adventures!



**Dianne Harrell**, dietitian with the Wyandotte County WIC Program, retired in March after 38 years of service. Nancy Sanchez, Wyandotte WIC Coordinator shared these comments:

Except for a couple years, Dianne was part-time all her 38 years. She was our esteemed bilingual Spanish-speaking RD. She provided WIC services at the KU Medical Center for several years and then when funding was cut, she came to the Health Department clinic.

Dianne enjoyed talking to the clients and hearing their stories. Dianne stated that when using her Spanish, she could see the relief and happiness in client's eyes when someone could speak their language.

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**Mary Kruger**, dietitian with the Johnson County WIC Program, retired in June after over 30 years of service. Laura Grimm, Johnson WIC Coordinator shared these comments: Mary has worked for WIC in Johnson County for 30+ years with a little break to raise her boys. She helped write the original WIC grant to start the program in Johnson County. One thing that Mary is proudest of is getting the Breastfeeding Peer Counselor program in Johnson County started.



## Reno WIC Family Shares Story at NWA Leadership Conference in DC!

Heather Peterson, Reno County

After being nominated as LA NWA rep for Kansas, I was asked to attend the National WIC Association Leadership Conference in Washington DC. There was a request that I also take a WIC family along. I visited with one of my clerks and we immediately came to a consensus on the mom I should ask. Kelsi has been involved with the Reno WIC program since 2013 during her first pregnancy. She had a healthy baby girl and breastfed like a champion until she discovered she was pregnant with twins, when Etta was 6 months old. In 2014, she gave birth to Olive and Ivy and breastfed the twins until they were one year of age. Kelsi is an advocate for access to fresh produce in her hometown of Arlington and successfully helped the community launch a farmer's market. On the final day of the conference, Kelsi was asked to speak to the conference attendees, congressional staffers, NWA staff, and several congressmen and women. She did an amazing job giving her personal story of how WIC has helped her family. Kelsi spoke of how WIC empowered her to be an advocate for healthy eating, shopping locally, and being a strong mom.

We had the opportunity to meet with staffers from each congressional office and met with Representatives Roger Marshall and Kevin Yoder themselves. Congressman Marshall gave the opening remarks on Day 2 of the conference. He spoke of the relationship he had with WIC staff in Barton County as a practicing OB/GYN. After he spoke so highly of the WIC program, every attendee wished they were from Kansas!



## Managing Outreach Contacts Using KWIC

Patrice Thomsen, MS, RD, LD, Nutrition Services Coordinator

In the July issue, you were reminded of many organizations that are potential resources or partners for outreach. Let's look at how KWIC can help you manage your outreach contacts using KWIC. There are two main features – Outreach Contacts and the Outreach Contact Mailing Labels report.

**Outreach Contacts** lets you record contact information and make notes about organizations that are important in your outreach efforts.

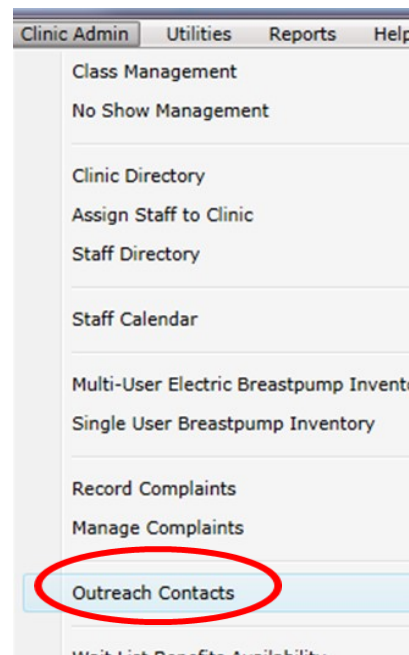
Go to Clinic Admin dropdown menu. Click on **Outreach Contacts**.

The **Find Outreach Contact** screen lets you search for records by entering various search criteria. (Or if you don't have a lot of records, you can do a "blind" search and click [Retrieve] without entering any search criteria.)

For each organization, there are two views:

**Detail** contains the organization name, address, telephone, and contact information. Information in this window is used to print address labels with the **Outreach Labels Report**.

**Notes** is a [screen](#) in which you can record desired information, e.g. phone calls, meetings, mailings sent to the organization.



### TO ADD A NEW ORGANIZATION:

1. Select **Outreach Contacts** from the Clinic Admin menu. The **Find Outreach Contact** tab appears.
2. Click the **[Add]** button.

A screenshot of the 'Find Outreach Contact' screen in the KWIC software. The screen has a menu bar at the top with 'File', 'Services', 'Client', 'Check Issuance', 'eWIC Issuance', 'Clinic Admin', 'Utilities', 'Reports', 'Sys Ops', and 'Help'. Below the menu bar, there are three tabs: 'Find Client', 'Appointment Book', and 'Find Outreach Contact'. The 'Find Outreach Contact' tab is active. The screen contains several input fields: 'Last Name like', 'Organization Name like', and 'Clinic'. There is also a checkbox labeled 'Active Contacts Only' which is checked. On the right side of the screen, there are four buttons: 'Find', 'Clear', 'Retrieve', and 'Add'. The 'Add' button is highlighted with a red circle.

3. The **Outreach Contact - Detail** view appears.
4. **Enter data.** Type an organization and/or a contact name, select a clinic and enter address and contact information. You must select a Clinic and enter a first and last contact name to save the record.

## Managing Outreach Contacts in KWIC (continued)

The screenshot shows the 'Outreach Contact - Zelda Zimmerman' form. It has tabs for 'Detail' and 'Notes'. The 'Detail' tab is active, showing fields for Outreach Contact ID (5), Contact First Name (Zelda), Last Name (Zimmerman), Clinic (Butler County WIC Clinic), and Organization (Head Start). There are sections for Street Address (1000 Sunflower Drive) and Mailing Address, both with City, State, and Zip Code fields. The City for the street address is El Dorado, KS, with Zip Code 60800-0000. The Program Description is 'Head Start for El Dorado. jzimmerman@gmail.com'. The Inactive Date is 00/00/0000. A footer note says 'Last Change 06/07/2018 10:51 AM by 01 Train'. At the bottom right are 'Save' and 'Cancel' buttons.

5. Add notes in the **Notes** view, if you wish. Click **[Save]**.

The screenshot shows the 'Outreach Contact Note' form. It has a header with 'Author 01 Train' and 'Note Created 6/7/2018 10:51 AM'. The form includes fields for Outreach Contact Date (06/07/2018), Title (WIC Round Up poster and flyers), and Description (Called Zelda about our WIC Round-up event September 19. She is very interested in helping promote. Mailing poster and 30 flyers. Will talk more later in summer.).

### TO MODIFY INFORMATION FOR AN EXISTING ORGANIZATION:

1. Select **Outreach Contacts** from the Clinic Admin. The **Outreach Contact** tab appears.
2. Enter search criteria and click **[Find]**. Then highlight the organization you want in the list and click **[Retrieve]**. The **Outreach Contact Detail** view appears with information about the selected organization.
3. Change data in any of the fields. Click **[Save]**.

### Outreach Contact Mailing Labels Report

The Outreach Contact Mailing Labels window prints mailing labels for all active Outreach Contacts. They are sorted by contact person's last name. Labels fit on standard label stock, 30 labels per 8 ½ x 11 page. For each contact, the mailing address is used if the first address line in the Detail tab contains data. If there is no first address line entered in the mailing address, the street address is used. The report can also be saved as an Excel file.

#### To produce labels:

1. Select **Outreach Labels Report** from the **Reports** menu.
2. Click **Generate**.
3. Insert label stock in your printer and click **Print**.



## Managing Outreach Contacts in KWIC (continued)

### Tips:

- *There is no email field on the Details screen. You probably want to decide on a place to enter it, like in the Program description.*
- *If you can use Excel, you might want to save the Outreach Contact Mailing Labels Report as an Excel spreadsheet. Manipulate it as desired, e.g. sort and add columns for other information [like email addresses](#).*
- *Use the Notes fields to enter information when you make a contact. Use a descriptive title to help you know what note to open later when you want to review information!*

## WIC on Wheels

Tiffani Krause, Seward County

The NWA conference was a success!! Lots of networking was being done at this conference, which is always fun and fascinating how other states and clinics run. I enjoyed every session I attended. The one that stuck out in my mind the most was South Carolina WIC service on Wheels by Berry Kelly, South Carolina Department of Health & Environmental Control -Division of WIC Services.

What a speaker we got to enjoy with Berry—he is a dynamic leader and makes listening exciting. The subject was how he and his staff went to work to increase the number of WIC Participants in South Carolina. He first talked to his clinics and found that transportation was a big problem. He was all about community and engaging community throughout the process. He encourages his staff to think outside the box. They came up with the idea to have mobile WIC clinics go to the clients instead of the clients going to them. They wrote a grant to FNS and received funding for four mobile clinics. This allowed them to start the process as they had to design vans that would allow staff to do appointments in the vans. They got this done and now are partnering with the LA Head Starts and going to the clients that bring kids to the Head Start programs. They are targeting both new and existing clients. Lots of details were shared. I love the idea of going to the client because Kansas also has lots of clients with transportation issues.





## Excel: Creating formulas for multiple spreadsheets

Jan Freynberger, Riley County

Our Riley County Health Department administrator was able to receive WIC special training funds from the state so two staff members to attend Fred Pryor Excel workshops. I use Excel for creating the quarterly time study sheets; tracking our clinic's progress on parameters such as client participation stats, monthly chart review data for our Fort Riley clinic, and more. Although I had worked quite a lot with Excel before the training and considered my skills to be adequate, I learned many helpful tips! One of those was how prior planning of worksheet layout can enable one to quickly and easily summarize data from them. The technique is referred to as "3D cell referencing" and is described simply in the 5-minute tutorial below.

<https://www.youtube.com/watch?v=OF4v69n55z8>

This has helped me increase my efficiency and to think creatively about how I can make more use of Excel.

## Folic Acid and Neural Tube Defects

Annie Gile, CHES, Bureau of Family Health, Birth Defects Coordinator

As of 2016, birth defects are the leading cause of death for infants in Kansas. Not all birth defects can be prevented, but there are steps that women can take to increase their chances for a healthy pregnancy and baby. Healthcare providers and health departments, including WIC program staff, who support women in making healthy choices for their pregnancy are playing an important role in preventing birth defects.

If a woman has enough folic acid in her body at least one month before and during pregnancy, it can help prevent major birth defects of the developing brain and spine (anencephaly and spina bifida). Women can get folic acid from fortified foods (i.e. enriched bread, grains, cereals) or supplements, and a recent study showed that a combination of the two is most effective for neural tube defect (NTD) prevention. CDC recommends all women of child-bearing age need to take 400mcg of folic acid daily, before and during early pregnancy.

Women who have had a pregnancy affected by an NTD are more likely to have another pregnancy affected by an NTD. To reduce the risk of recurrence, these women should take high-dose folic acid before another pregnancy. CDC recommends they consume 4.0mg beginning at least 4 weeks before becoming pregnant and continuing through the first 12 weeks of pregnancy.

For clients who have children with a neural tube defect or other special healthcare needs, the child may be eligible for services through the Kansas Special Health Care Needs program (also known as KS-SHCN). Some of the services that KS-SHCN may be able to provide for a child who meets both medical and financial eligibility include: Care Coordination services and financial assistance for medical needs such as labs, x-rays, specialist appointments and medication. All SHCN services pay after insurance and are limited to available funds.

## Folic Acid and Neural Tube Defects (continued)

To help reduce the risk of neural tube defects at the local level, healthcare providers and health departments should encourage women of childbearing age to take 400mcg folic acid. As a part of general birth defects prevention, women should also be counseled to seek prenatal care as soon as they find out they are pregnant, and to avoid harmful substances such as alcohol, drugs, tobacco during pregnancy. For any questions about resource or services for those with special health care needs, call the Kansas Resource Guide at 1-800-332-6262 or visit their website at: <http://www.ksresourceguide.org/>.

CDC has educational birth defect prevention materials that can be ordered at no-cost, in case WIC staff are interested in getting some to distribute at the local level. There also are downloadable materials such as this infographic. <https://www.cdc.gov/ncbddd/folicacid/materials/index.html>

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